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**CENTRAL REGIONAL COUNCIL ON WORKFORCE SERVICES**  
**Department of Workforce Services**  
**1385 South State Street, Salt Lake City, Utah 84115**  
**Monthly Meeting Minutes**  
**Thursday, August 25, 2005**  
**12:30 p.m.**

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Presiding: Gregory Diven, Chair

Present: Allan Ayoub, Norm Fitzgerald, Linda Fife, Stephanie Frohman,  
Bev Graham, John Hill, Paul Jackson, Commissioner Colleen Johnson,  
Nancy Malecker, Jon Pierpont, Steven Rosenberg, Kevin Schofield,  
Karen Silver, Kerry Steadman, Russ Thelin

Absent: Kent Anderson, Tony Gomez, Douglas Johnston, Akilah Messado,  
Louie Silveira

Excused: Ron Andersen, Councilman Jim Bradley, Edie Fauver,  
Senator Brent Goodfellow, Jennifer Carroll, Charles Daud, Jill Merritt,  
Dr. Stephen Ronnenkamp, Melva Sine, M. Ali Wilkinson,  
Julie Zimmerman

Staff: Rebecca Banner, Rod Barlow, Tricia Cox, Leno Franco, Steve Leyba,  
Diane Lovell, Laurel Morris, Shannon Moss, Mary Peterson, Ken Serre,  
Yvette Woodland

Guests: Gordon Swensen- Office of Rehabilitation

(A quorum was not present)

**Call to Order, Announcements & Opening Business**

Chairman Greg Diven called the meeting to order at 12:30 pm. Mr. Diven noted that because a quorum was not present, today's actions would need to be ratified at the next meeting. He then introduced DWS staff members Laurel Morris, Tricia Cox, Rebecca Banner, Shannon Moss and Ken Serre, Manager of the Midvale Office.

A revised agenda was distributed and Greg Diven announced that the day's agenda would primarily be devoted to action items and a discussion about customer participation requirements. As a result of a meeting he attended with Jon Pierpont, Paul Jackson, Kerry Steadman and Diane Lovell, the Council's #1 priority has been identified as the Family Employment Program (FEP) Participation requirements and Worksite Learning requirements. In addition, Chairman Diven attended the DWS/Utah Issues community workshop on FEP Participation requirements and noted that customer participation is a top priority for DWS. To that end, today's agenda will primarily be devoted to a presentation and discussion on this issue along with any action items.

Diane Lovell provided details about the Council of Council's Conference titled "Partnership to Success" to be held on October 13<sup>th</sup> and 14<sup>th</sup> at the Provo Marriott Hotel. Ms. Lovell provided a postcard announcing this conference and noted that Governor Huntsman has been invited to provide the keynote address on October 13<sup>th</sup>. She also mentioned that Council member John Hill has agreed to be a presenter at the Conference. Everyone was encouraged to attend. Ms. Lovell will send out an email with more information.

Chairman Diven then reported that the DWS Annual Report format is changing this year. The Council and Region accomplishments will now be consolidated. He noted the Council's accomplishments to be featured may include the Roundtables, the Workplace Essentials Course, Health Care Committee's Wellness Conference Promotion Project, Training Successes and the Legislative Forum and corresponding follow up.

Greg Diven introduced Ken Serre, Manager of the Midvale Employment Center. Mr. Serre provided highlights and a year-to-date handout regarding statistical achievements at the Midvale Employment Center. The Midvale Employment Center is #1 in the State in terms of customer volume and FEP cases. Mr. Serre noted that it is exciting to see people who have been trained get connected to the labor market. He also invited the Council to visit the Midvale Center at any time.

#### **Consent Agenda**

Greg Diven asked for a motion to approve minutes for the following meetings:

- June 23, 2005 Regional Council Meeting
- July 21, 2005 Executive Committee Meeting
- August 11, 2005 Executive Committee Meeting

**Karen Silver moved to approve the minutes for the June 23, 2005 Regional Council Meeting with the following correction on Page 2, "Transcript" Partnership should read "Transit" Partnership, and the August 11, 2005 Executive Committee Meeting. Norm Fitzgerald seconded the motion. All voted "Aye".**

**Kerry Steadman moved to approve the minutes for the July 21, 2005 Executive Committee Meeting. John Hill seconded the motion. All voted "Aye".**

#### **Executive Committee & Roundtable Update**

Chairman Diven indicated that a new Roundtable sector is being discussed. The Automotive/Heavy Duty Technician Roundtable is scheduled on September 27, 2005 at 7:15 am at the South County Employment Center.

Mr. Diven, Jon Pierpont and Diane Lovell met today with the Wasatch Front Consortium (which consists of area high school, ATC and Community College leaders) and shared concerns raised at the Automotive Roundtable held in May. The following industry representatives joined them and presented their issues surrounding what they perceive to be a lack of technically qualified job ready applicants.

- Leon Crowley, Transmission Exchange
- Craig Bickmore, Utah Automotive Dealers Association
- Jerry Zymslo, Warner Truck
- Dan Curtis, Larry H. Miller
- Rob Campbell, Wheeler Machinery

Linda Fife - Salt Lake Tooele Applied Technology College and Craig Stoker - Granite School District, both members of the Wasatch Front Consortium, were also in attendance.

The outcomes and recommended action steps from the Wasatch Front Consortium meeting included:

1. The need to update curriculum so that it is more industry appropriate
2. The need to “sell” the Governor and Legislature on the need to support electives offered at the high school level. Electives provide specific technical skills and lead to employment.
3. Provide more public relation efforts explaining more thoroughly to parents and students the worthwhile career opportunities and worthwhile pay available in the Automotive/Heavy Duty Technician industry.
4. Educators want to look at resolving the issues and making the curriculum more universal.

Chairman Diven indicated that preliminary plans include inviting the Governor’s Economic Development Advisor and key legislators to the September 27 Roundtable to meet with industry representatives and explore options for addressing the concerns.

#### **Approval of Salt Lake County Youth Employment Services (YES) Contract**

Paul Jackson, Council Vice Chair and Youth Council Chair, asked for approval of the Salt Lake County Youth Employment Services contract (YES) that was reviewed in detail by the Youth Council on August 1st. He recognized the efforts of Steve Leyba, Karla Aguirre and staff and thanked Jon Pierpont for their efforts in this process.

The contract is for five years (contingent upon annual renewals) and for approximately \$2 million per year. Enrollment targets will be from the following categories:

- Foster Care (those in Foster Care & those aging out of Foster Care)
- Children of Incarcerated Parents
- Migrant Youth
- Youth Offenders
- Other Youth

As an enhancement, the YES Program services team will be co-located with DWS Administration at 1385 South State. Mr. Jackson noted the new emphasis and strategic direction is both aggressive and exciting.

Karen Silver asked if there was any targeting done for youth in FEP families. Rod Barlow, Program Specialist responded that DWS has a Case Manager on site at the YES facility that works specifically to involve and serve FEP youth in the YES Program.

**Norm Fitzgerald made motion to approve the Youth Council's recommendation to approve the WIA Youth Contract with Salt Lake County Youth Employment Services (YES). Russ Thelin seconded the motion. All voted "Aye".** Greg Diven noted that this motion would be formally ratified by a quorum of the Council on September 22<sup>nd</sup>.

Diane Lovell added that if a full quorum is not present at the next meeting, the recommended contract approval would be forwarded on to the State Council with the notation that a quorum wasn't present.

### **Regional Director's Report**

Before turning the time over to the Regional Director, Greg Diven reiterated that he attended the Utah Issues Workshop that focused on FEP Participation and the critical need for Worksite Learning sites. The information and insight he received from this meeting was very beneficial.

Jon Pierpont, Regional Director began his report by referring to the DOL WIA Performance Outcome Report under TAB 5 of the Agenda Packets.

1. Mr. Pierpont was pleased to announce that Central Region met all the required DOL outcomes. Not only did Central Region we meet customer enrollment goals but customers found jobs, increased their earnings and/or retained employment. This is a great tribute to the staff and the hard work they put into making this happen.
2. Effective October 3, 2005, there will be a shift in zip codes in Central Region to provide workload equity across Employment Centers. A handout was distributed reflecting the zip code service changes. Customers will be notified by mail and a public notice will also be sent.

Jon Pierpont also mentioned the \$561,000 bonus from the Department of Agriculture for Utah's performance in Food Stamp accuracy - awarded to the State of Utah - making Utah 4<sup>th</sup> in the nation for Food Stamp accuracy. It has been proposed that 60% percent of this bonus be given to front-line employees in recognition of their contributions. Decisions are pending regarding how the Department will allocate the remaining 40%.

Jon Pierpont then shared a few points regarding the department's strategy to increase on-line usage by customers and employers.

- For the very first time in the history of DWS and Job Service DWS exceeded 10,000 jobs listed in the employment exchange system during the month of July. Twenty-five percent (n=830) of all employers listing with DWS placed their job orders on-line. Our goal is 50%.

- 1,000 new job seekers register each week on-line.
- Over 6.5 million on-line referrals have been made since DWS started this system in November, 2003.
- DWS averages 80,000 on-line referrals per week.

Jon Pierpont then opened the Family Employment Program (FEP) participation presentation. He explained that TANF (Temporary Aid to Needy Families) is a federally funded grant that serves low-income individuals, typically single adults with children. TANF in Utah is called FEP. DWS is required by the Federal Government to have a 50% participation level for those individuals receiving financial assistance. "Participation" includes activities such as remedial education, skills training, worksite learning and job search. Mr. Pierpont reported that in the past, due to Utah's lower caseloads, we have consistently received caseload reduction "credits" and thusly, have met federal participation requirements. However, as DWS caseloads have continued to grow, our reduction "credits" have been reduced and we may not be able to meet the 50% participation rate in the future. We are currently at 17% and are involved in strategies to increase customer participation.

Mr. Pierpont again asked for Council support in helping the department gain employer support for Worksite Learning which counts towards the required participation. He then turned the time over to Tricia Cox to present an overview of FEP Participation,, Worksite Learning.

Tricia Cox began her presentation by stating the goal is to help FEP customers to become self-sufficient. She emphasized that we need to encourage customer to set goals that lead to participation in eligible activities. She provided a detailed handout of this information that included the Training Participation Guidelines and the two categories of Worksite Learning that count toward customer participation. In closing, Tricia Cox expressed to Council that their help is needed to help market the value of worksite learning to employers and thereby increase worksite learning opportunities.

After the presentation, Jon Pierpont asked for volunteers from the Council to work with Laurel Morris, Business Services Manager and her staff to develop the "right message" to use in promoting worksite learning. A focus group of Council volunteers included:

- Karen Silver
- Nancy Malecker
- Kevin Schofield
- Russ Thelin
- Paul Jackson

Jon closed his report by indicating that a FEP Participation progress update would be provided at the September 8<sup>th</sup> Executive Committee Meeting.

Greg Diven then reminded the members that immediately following the September 8th Executive Committee Meeting there will be an Executive Roundtable Committee Meeting at 1:15 pm. He asked that all involved with the Roundtable Committee to be in

attendance as this is a critical meeting, where decisions for the Automotive Heavy Duty Technician Roundtable scheduled for September 27, 2005 will be made.

Chairman Diven then announced that the next Regional Council meeting will be held on September 22, 2005.

### **Old Business**

There was no old business for discussion.

### **New Business**

Karen Silver noted that the Office of Work and Family Life prepared the Economic Development Report. For a copy of this report or an executive summary call 526-4340. This report details the economic impact of childcare for employers, the childcare industry, and parents.

Karen Silver noted that the Keys to Success program sponsored by Ken Garff to get students to do better in school was a great program. Ms. Silver wrote a letter to the Editor asking for this type of reward for the FEP clients to help them get to work. Ms. Silver stated that “If we can do this for high school students, can’t we do this for mothers with children?” Ms. Silver suggested working with DWS to see if this or a similar program could be made available for FEP customers.

### **Public Comment**

Greg Diven once again noted the “Spot the Tot” program and asked that everyone look closely for children when getting into your cars to avoid potential disaster.

The meeting was adjourned at 2:00 pm.